

TAB 2: 2009 INFORMATION



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KEY DATES

The following is a list of key dates. Please review these dates with your students before they register for the program. It is important that advisors and students be able to attend meetings and trainings that are required for them.

October 31	Student Leadership Training (Jefferson City) <ul style="list-style-type: none">• Dress Requirement. Casual• Training for Executive Officers, Program Officers, and Program Leaders• Students will receive program training, leadership training, and other important tools and resources needed for the State Convention.
November 11	Early Arrival Training for Lewis State Convention (Jefferson City) <ul style="list-style-type: none">• Dress Requirement. Casual• Those required to attend will be notified later this fall.
November 12-14	Lewis State Convention (Jefferson City) <ul style="list-style-type: none">• 61st Annual State Convention
December 2	Early Arrival Training for Clark State Convention (Jefferson City) <ul style="list-style-type: none">• Dress Requirement. Casual• Those required to attend will be notified later this fall.
December 3-5	Clark State Convention (Jefferson City) <ul style="list-style-type: none">• 61st Annual State Convention

REGISTRATION DEADLINES

The following is a list of key deadlines. Please review these deadlines with your students before they register for the program. Failure to meet these deadlines will result in students being dropped from the program.

September 30	Due to State Office <ul style="list-style-type: none">• Student Registration Form for each student (online)• Participation Agreement for each student (by mail)• Medical Form for each student (by mail)• Scholarship Application (by mail)
October 14	Due to State Office <ul style="list-style-type: none">• Program Fee - \$195 per student• Legislative Bills (online)• Applications for Program Leadership Positions (online)• Candidate Registration Form (online)• Candidate Registration Packet (by mail)• Advisor Registration Form (online)• Participation Agreement for each adult (by mail)• Medical Form for each adult (by mail)
October 30	Due to State Office <ul style="list-style-type: none">• Hotel Room List (one per delegation sent by advisor)• Judicial Trial Briefs

PROGRAM FEES

All of the following fees are paid by the youth participants in the program.

MODEL GOVERNMENT PROGRAM FEE

The program fee for 2009 is \$195 per student. This fee is paid by the youth participants. Below is an approximation of how the fee is allocated based on some specific categories.

Category	Percentage of fee
Hotel room and meeting space costs at Capitol Plaza Hotel in Jefferson City during State Convention.	30%
Administrative costs of program	30%
Two meals at State Convention and other food expenses	25%
Program supplies and materials	10%
Planning and training meetings	5%

DELEGATION FEE

Some delegations charge an additional program fee. This fee is often used to pay transportation costs to and from the State Convention.

SPENDING MONEY

Students should bring spending money (usually around \$50) to cover the costs of meals during the State Convention. Two meals are provided for the students: lunch on Thursday and dinner on Friday. Students may also want refreshments or snacks throughout the day. Vending machines are available at the Capitol. Students participating in the Civic Leadership Institute will have four meals provided during the State Convention (lunch and dinner on Thursday, dinner on Friday, and lunch on Saturday).

SCHOLARSHIPS

YIG offers financial assistance to students to participate in the program. Students wishing to apply for a scholarship must do so by the stated deadline. There are limited funds available through YIG and scholarships will be awarded based on need.

FORMS

All of the forms for YIG are updated annually. Please refer to the Key Dates and Registration Deadlines for due dates for all forms. All forms are available on the YIG website, www.moyig.org. Many of the forms are web-based and do not require anything to be mailed to the State Office. However, all Participant Agreements and Medical Forms must be mailed to the State Office. Here is a list of forms you should find online. Other forms may be created as needed. All advisors and affected students will be notified if this occurs.

Student and Adult Participation Agreements

Every student and advisor must fill out one of these forms and the lead advisor is responsible for submitting them to the YIG State Office. The Participant Agreement is two pages. Please copy the agreement onto one sheet of paper, front and back.

Student and Adult Medical Form

Every student and advisor must fill out one of these forms and the lead advisor is responsible for submitting them to the YIG State Office. Please make a copy of the form to keep for yourself in case emergency medical treatment is required in route to and from the State Convention.

Student Registration Form

All students are required to complete this online form where they select their program area for the Model Government Program.

Advisor Registration Form

All adult advisors are required to complete this online form where they will indicate preferences for programs they would like to assist at the State Convention.

Scholarship Application

Any student needing financial assistance in order to attend the State Convention may complete the Scholarship Form.

Candidate Registration Form

Any student interested in running for one of the following offices must complete this online form: Attorney General, Governor, Lieutenant Governor, President of the Senate, Secretary of State, and Speaker of the House. All candidates must also review the Student Leadership Duties and Requirements in Tab 11.

Program Leadership Application

Students may also apply to be a Program Leader in the Judicial and Legislative program areas. To be eligible for a leadership position, students must complete this online application.

Judicial Trial Brief Form

Judicial Program participants must submit a trial brief online by the stated deadline.

Legislative Bill Form

Legislative Program participants must submit a bill online by the stated deadline.

Hotel Room List

This form is used to help us determine room assignments. Please make sure students are in groups of four. Any students not in groups of four are very likely to be assigned a room with students from another delegation. Please try not to put five students in a room. If you have six male or six female students, please assign four to one room and two to the other room. The room of two students may be assigned another pair of students from another delegation. DO NOT split them three to a room. If they are split that way, they will be arbitrarily moved to create full rooms. Hotel rooms are our single largest expense for the program and are not wasted.